

Form **990**

Return of Organization Exempt From Income Tax

OMB No 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

2010

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

The organization may have to use a copy of this return to satisfy state reporting requirements

A For the 2010 calendar year, or tax year beginning **06/01/10**, and ending **05/31/11**

B Check if applicable:
 Address change
 Name change
 Initial return
 Terminated
 Amended return
 Application pending

C Name of organization: **ASSISTANCE LEAGUE OF SONOMA CO**
 Doing Business As:
 Number and street (or P O box if mail is not delivered to street address): **5 WEST 6TH ST**
 Room/suite:
 City or town, state or country, and ZIP + 4: **SANTA ROSA CA 95401**

D Employer identification number: **23-7064030**

E Telephone number: **707-546-9484**

F Name and address of principal officer: **ANN McCLELLAND
5 West 6th St.
Santa Rosa CA 95401**

G Gross receipts \$: **165,266**

H(a) Is this a group return for affiliates? Yes No
H(b) Are all affiliates included? Yes No
 If "No," attach a list (see instructions)

I Tax-exempt status: 501(c)(3) 501(c) () (insert no) 4947(a)(1) or 527

J Website: **www.sonomacounty.assistanceleague.org**

K Form of organization: Corporation Trust Association Other

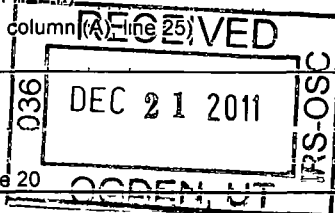
L Year of formation: **1961**

M State of legal domicile: **CA**

H(c) Group exemption number

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities A Non-Profit Organization Composed of Trained Volunteers who Identify Community Needs and Respond to them with Financial and Hands-On Support.		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	10
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	0
	5 Total number of individuals employed in calendar year 2010 (Part V, line 2a)	5	0
	6 Total number of volunteers (estimate if necessary)	6	115
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	
b Net unrelated business taxable income from Form 990-T, line 34	7b	0	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)	122,245	137,590
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	17,215	13,245
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	4,651	3,044
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	144,111	159,079
	Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	
14 Benefits paid to or for members (Part IX, column (A), line 4)			
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)			
16a Professional fundraising fees (Part IX, column (A), line 11e)			
b Total fundraising expenses (Part IX, column (D), line 25) ▶ 40,459			
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24f)		175,526	152,785
18 Total expenses Add lines 13-17 (must equal Part IX, column (A), line 25)	175,526	152,785	
19 Revenue less expenses Subtract line 18 from line 12	-31,415	6,294	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)	379,989	385,618
	22 Net assets or fund balances Subtract line 21 from line 20	11,038	10,373
		368,951	375,245



Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge

Sign Here
 Signature of officer: *Sandra Stone* Date: **12/14/11**
 Type or print name and title: **SANDRA STONE Treasurer**

Paid Preparer Use Only
 Print/Type preparer's name: **Wm. E. Cornell, Jr.** Preparer's signature: *Wm. E. Cornell Jr* Date: **11/30/11** Check if self-employed PTIN: **P00112427**
 Firm's name: **Wm E Cornell Jr CPA** Firm's EIN: **94-2164661**
 Firm's address: **1101 College Ave # 210 Santa Rosa, CA 95404-3952** Phone no: **707-544-2390**

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response to any question in this Part III

1 Briefly describe the organization's mission

A Non-Profit Organization composed of trained volunteers who identify community needs and respond to them with financial and hands-on support.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

 Yes No

If "Yes," describe these new services on Schedule O

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?

 Yes No

If "Yes," describe these changes on Schedule O

4 Describe the exempt purpose achievements for each of the organization's three largest program services by expenses. Section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported

4a (Code) (Expenses \$ **13,502** including grants of \$) (Revenue \$)
Sights and Sounds - Provides Free Audio-Visual Screening to Children in Sonoma County Preschools.

4b (Code) (Expenses \$ **18,178** including grants of \$) (Revenue \$)
H.O.M.E. - Provides Affordable Furnished Apartments For Patients or their Families who need Temporary Housing During Treatment in Santa Rosa Medical Facilities. However, program was terminated as of 11/30/2010.

4c (Code) (Expenses \$ **29,914** including grants of \$) (Revenue \$)
Operation School Bell - Provides "Common Dress Clothing," and supplies to Children in Sonoma County Elementary Schools.

4d Other program services (Describe in Schedule O)

(Expenses \$ **34,562** including grants of \$) (Revenue \$)4e Total program service expenses **96,156**

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors? (see instructions)		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts where donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in term, permanent, or quasi-endowments? If "Yes," complete Schedule D, Part V		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI, XII, and XIII		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI, XII, and XIII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, and program service activities outside the United States? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X
20a Did the organization operate one or more hospitals? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach its audited financial statements to this return? Note. Some Form 990 filers that operate one or more hospitals must attach audited financial statements (see instructions)		

Part IV Checklist of Required Schedules (continued)

	Yes	No
21 Did the organization report more than \$5,000 of grants and other assistance to governments and organizations in the United States on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22 Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Was a loan to or by a current or former officer, director, trustee, key employee, highly compensated employee, or disqualified person outstanding as of the end of the organization's tax year? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor, or a grant selection committee member, or to a person related to such an individual? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions)		
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Parts II, III, IV, and V, line 1		X
35 Is any related organization a controlled entity within the meaning of section 512(b)(13)?		X
a Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19? Note. All Form 990 filers are required to complete Schedule O	X	

Yes No

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response to any question in this Part V

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096 Enter -0- if not applicable		
1b	Enter the number of Forms W-2G included in line 1a Enter -0- if not applicable		
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	2a	0
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	2b	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a	X
b	If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O	3b	
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4a	X
b	If "Yes," enter the name of the foreign country ▶ See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b	X
c	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5c	
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible?	6a	X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6b	
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7a	
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7c	
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d	
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g	
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	
8	Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?	8	
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the organization make any taxable distributions under section 4966?	9a	
b	Did the organization make a distribution to a donor, donor advisor, or related person?	9b	
10	Section 501(c)(7) organizations. Enter		
a	Initiation fees and capital contributions included on Part VIII, line 12	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
11	Section 501(c)(12) organizations. Enter		
a	Gross income from members or shareholders	11a	
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O	13a	
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
c	Enter the amount of reserves on hand	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b	

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions
 Check if Schedule O contains a response to any question in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year		
1b	Enter the number of voting members included in line 1a, above, who are independent		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	X	
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Does the organization have members or stockholders?	X	
7a	Does the organization have members, stockholders, or other persons who may elect one or more members of the governing body?	X	
7b	Are any decisions of the governing body subject to approval by members, stockholders, or other persons?	X	
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following		
a	The governing body?	X	
b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Does the organization have local chapters, branches, or affiliates?		X
b	If "Yes," does the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with those of the organization?		
11a	Has the organization provided a copy of this Form 990 to all members of its governing body before filing the form?	X	
b	Describe in Schedule O the process, if any, used by the organization to review this Form 990		
12a	Does the organization have a written conflict of interest policy? If "No," go to line 13	X	
b	Are officers, directors or trustees, and key employees required to disclose annually interests that could give rise to conflicts?		X
c	Does the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this is done	X	
13	Does the organization have a written whistleblower policy?	X	
14	Does the organization have a written document retention and destruction policy?	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a	The organization's CEO, Executive Director, or top management official		X
b	Other officers or key employees of the organization		X
	If "Yes" to line 15a or 15b, describe the process in Schedule O (See instructions)		
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b	If "Yes," has the organization adopted a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and taken steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed ► **CA**
- 18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (501(c)(3)s only) available for public inspection. Indicate how you make these available. Check all that apply
 Own website Another's website Upon request
- 19 Describe in Schedule O whether (and if so, how), the organization makes its governing documents, conflict of interest policy, and financial statements available to the public
- 20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization ► **SANDRA STONE** **5 WEST 6TH ST**

SANTA ROSA **CA 95401** **707-546-9484**

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response to any question in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed Report compensation for the calendar year ending with or within the organization's tax year

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation Enter -0- in columns (D), (E), and (F) if no compensation was paid
 - List all of the organization's **current** key employees, if any See instructions for definition of "key employee "
 - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations
 - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations
 - List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations
- List persons in the following order individual trustees or directors, institutional trustees, officers, key employees, highest compensated employees, and former such persons

Check this box if neither the organization nor any related organizations compensated any current officer, director, or trustee

(A) Name and Title	(B) Average hours per week (describe hours for related organizations in Schedule O)	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Ann McClelland President	10.00	X		X				0	0	0
(2) Nona Tevis Vice President	10.00	X		X				0	0	0
(3) Sandra Stone Treasurer	10.00	X		X				0	0	0
(4) Carole Burns Recording Secretary	10.00	X		X				0	0	0
(5) Shirley Stevenson Corresponding Sec	10.00	X		X				0	0	0
(6) Lauren Cole Philanthropic Chair	5.00	X						0	0	0
(7) Ginnie Litke Bldg. Mgt. Chair	5.00	X						0	0	0
(8) Shirley Petty Aux. Liaison Chair	5.00	X						0	0	0
(9) Linda Leedham Public Relations Chr	5.00	X						0	0	0
(10) Jan Goodenough Education	5.00	X						0	0	0
(11)										
(12)										
(13)										
(14)										
(15)										
(16)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and Title	(B) Average hours per week (describe hours for related organizations in Schedule O)	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(17)										
(18)										
(19)										
(20)										
(21)										
(22)										
(23)										
(24)										
(25)										
(26)										
(27)										
(28)										
1b Sub-total										
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)										

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 in reportable compensation from the organization **0**

3 Did the organization list any former officer, director or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual

	Yes	No
3		X
4		X
5		X

4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual

5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 in compensation from the organization **0**

Part VIII Statement of Revenue

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514	
Contributions, gifts, grants and other similar amounts	1a	Federated campaigns					
	1b	Membership dues	8,728				
	1c	Fundraising events	14,974				
	1d	Related organizations					
	1e	Government grants (contributions)					
	1f	All other contributions, gifts, grants, and similar amounts not included above	113,888				
	g	Noncash contributions included in lines 1a-1f	\$				
	h	Total. Add lines 1a-1f		137,590			
Program Service Revenue	2a	H.O.M.E. Rental	Busn Code 721310	13,245	13,245		
	b						
	c						
	d						
	e						
	f	All other program service revenue					
	g	Total. Add lines 2a-2f		13,245			
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		3,138	3,138		
	4	Income from investment of tax-exempt bond proceeds					
	5	Royalties					
	6a	(i) Real					
		(ii) Personal					
		5,200					
	b	Less rental exps					
	c	Rental inc or (loss)	5,200				
	d	Net rental income or (loss)		5,200		5,200	
	7a	(i) Securities					
		(ii) Other					
		94					
-94							
d	Net gain or (loss)		-94	-94			
8a	Gross income from fundraising events (not including \$ 14,974 of contributions reported on line 1c) See Part IV, line 18	a	6,093				
b	Less direct expenses	b	6,093				
c	Net income or (loss) from fundraising events						
9a	Gross income from gaming activities See Part IV, line 19	a					
b	Less direct expenses	b					
c	Net income or (loss) from gaming activities						
10a	Gross sales of inventory, less returns and allowances	a					
b	Less cost of goods sold	b					
c	Net income or (loss) from sales of inventory						
Miscellaneous Revenue			Busn Code				
11a							
b							
c							
d	All other revenue						
e	Total. Add lines 11a-11d						
12	Total revenue. See instructions		159,079	16,289	0	5,200	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns
All other organizations must complete column (A) but are not required to complete columns (B), (C), and (D)

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the U S See Part IV, line 21				
2 Grants and other assistance to individuals in the U S See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the U S See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages				
8 Pension plan contributions (include section 401(k) and section 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes				
11 Fees for services (non-employees)				
a Management				
b Legal	728	728		
c Accounting	15,821	7,878	3,309	4,634
d Lobbying				
e Professional fundraising services See Part IV, line 17				
f Investment management fees				
g Other				
12 Advertising and promotion	2,938	997	272	1,669
13 Office expenses	12,659	5,391	1,080	6,188
14 Information technology				
15 Royalties				
16 Occupancy	59,139	34,001	2,240	22,898
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	1,387	875	276	236
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	5,534	3,594	271	1,669
23 Insurance				
24 Other expenses Itemize expenses not covered above (List miscellaneous expenses in line 24f If line 24f amount exceeds 10% of line 25, column (A) amount, list line 24f expenses on Schedule O)				
a Supplies - Program	42,129	42,129		
b NAL Dues	5,008		5,008	
c Bank & Other Fees	3,032	3		3,029
d Food & Entertainment	2,854		2,854	
e Other Expenses	757		757	
f All other expenses	799	560	103	136
25 Total functional expenses. Add lines 1 through 24f	152,785	96,156	16,170	40,459
26 Joint costs. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720) Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation				

Part X Balance Sheet

		(A)		(B)
		Beginning of year		End of year
Assets	1 Cash—non-interest bearing	47,704	1	47,318
	2 Savings and temporary cash investments	230,229	2	237,198
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net		4	
	5 Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees Complete Part II of Schedule L		5	
	6 Receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use	13,627	8	15,952
	9 Prepaid expenses and deferred charges	11,776	9	11,363
	10a Land, buildings, and equipment cost or other basis Complete Part VI of Schedule D	10a 213,641		
	b Less accumulated depreciation	10b 139,854	74,653	10c 73,787
	11 Investments—publicly traded securities		11	
	12 Investments—other securities See Part IV, line 11		12	
	13 Investments—program-related See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets See Part IV, line 11		2,000	15
16 Total assets. Add lines 1 through 15 (must equal line 34)		379,989	16	385,618
Liabilities	17 Accounts payable and accrued expenses	2,713	17	2,133
	18 Grants payable		18	
	19 Deferred revenue	8,325	19	8,240
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability Complete Part IV of Schedule D		21	
	22 Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25		11,038	26
Net Assets or Fund Balances	Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	358,917	27	372,111
	28 Temporarily restricted net assets	10,034	28	3,134
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
33 Total net assets or fund balances		368,951	33	375,245
34 Total liabilities and net assets/fund balances		379,989	34	385,618

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response to any question in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	159,079
2	Total expenses (must equal Part IX, column (A), line 25)	2	152,785
3	Revenue less expenses Subtract line 2 from line 1	3	6,294
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	368,951
5	Other changes in net assets or fund balances (explain in Schedule O)	5	
6	Net assets or fund balances at end of year Combine lines 3, 4, and 5 (must equal Part X, line 33, column (B))	6	375,245

Part XII Financial Statements and Reporting

Check if Schedule O contains a response to any question in this Part XII

- 1 Accounting method used to prepare the Form 990 Cash Accrual Other _____
 If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O
- 2a Were the organization's financial statements compiled or reviewed by an independent accountant?
- b Were the organization's financial statements audited by an independent accountant?
- c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O
- d If "Yes" to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a separate basis, consolidated basis, or both
 Separate basis Consolidated basis Both consolidated and separate basis
- 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?
- b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits

	Yes	No
2a	X	
2b		X
2c	X	
3a		
3b		

SCHEDULE A
(Form 990 or 990-EZ)

Public Charity Status and Public Support

OMB No. 1545-0047

2010

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

Name of the organization

ASSISTANCE LEAGUE OF SONOMA CO

Employer identification number

23-7064030

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is (For lines 1 through 11, check only one box.)

- 1 A church, convention of churches, or association of churches described in section 170(b)(1)(A)(i).
- 2 A school described in section 170(b)(1)(A)(ii). (Attach Schedule E)
- 3 A hospital or a cooperative hospital service organization described in section 170(b)(1)(A)(iii).
- 4 A medical research organization operated in conjunction with a hospital described in section 170(b)(1)(A)(iii). Enter the hospital's name, city, and state
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in section 170(b)(1)(A)(iv). (Complete Part II)
- 6 A federal, state, or local government or governmental unit described in section 170(b)(1)(A)(v).
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in section 170(b)(1)(A)(vi). (Complete Part II)
- 8 A community trust described in section 170(b)(1)(A)(vi). (Complete Part II)
- 9 An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975 See section 509(a)(2). (Complete Part III)
- 10 An organization organized and operated exclusively to test for public safety See section 509(a)(4).
- 11 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2) See section 509(a)(3). Check the box that describes the type of supporting organization and complete lines 11e through 11h
 - a Type I b Type II c Type III—Functionally integrated d Type III—Other
- e By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2)
- f If the organization received a written determination from the IRS that it is a Type I, Type II, or Type III supporting organization, check this box
- g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?

- (i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the supported organization?
- (ii) A family member of a person described in (i) above?
- (iii) A 35% controlled entity of a person described in (i) or (ii) above?

	Yes	No
11g(i)		
11g(ii)		
11g(iii)		

h Provide the following information about the supported organization(s)

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–9 above or IRC section (see instructions))	(iv) Is the organization in col (i) listed in your governing document?		(v) Did you notify the organization in col (i) of your support?		(vi) Is the organization in col (i) organized in the U.S.?		(vii) Amount of support
			Yes	No	Yes	No	Yes	No	
(A)									
(B)									
(C)									
(D)									
(E)									
Total									

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)
 (Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2006	(b) 2007	(c) 2008	(d) 2009	(e) 2010	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2006	(b) 2007	(c) 2008	(d) 2009	(e) 2010	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2010 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2009 Schedule A, Part II, line 14	15	%
16a 33 1/3% support test—2010. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 33 1/3% support test—2009. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2010. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2009. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2006	(b) 2007	(c) 2008	(d) 2009	(e) 2010	(f) Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants")	151,830	157,138	129,466	122,245	137,590	698,269
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	20,810	17,480	17,895	17,215	19,338	92,738
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5	172,640	174,618	147,361	139,460	156,928	791,007
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year	15,810	12,480	12,895			41,185
c Add lines 7a and 7b	15,810	12,480	12,895			41,185
8 Public support (Subtract line 7c from line 6)						749,822

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2006	(b) 2007	(c) 2008	(d) 2009	(e) 2010	(f) Total
9 Amounts from line 6	172,640	174,618	147,361	139,460	156,928	791,007
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	14,196	12,279	8,676	4,651	8,338	48,140
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b	14,196	12,279	8,676	4,651	8,338	48,140
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on					0	
12 Other income Do not include gain or loss from the sale of capital assets (Explain in Part IV)						
13 Total support. (Add lines 9, 10c, 11, and 12)	186,836	186,897	156,037	144,111	165,266	839,147
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2010 (line 8, column (f) divided by line 13, column (f))	15	89.36%
16 Public support percentage from 2009 Schedule A, Part III, line 15	16	86.51%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2010 (line 10c, column (f) divided by line 13, column (f))	17	6%
18 Investment income percentage from 2009 Schedule A, Part III, line 17	18	6%

- 19a **33 1/3% support tests—2010.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization
- b **33 1/3% support tests—2009.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization
- 20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**SCHEDULE D
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ Complete if the organization answered "Yes," to Form 990, Part IV, line 6, 7, 8, 9, 10, 11, or 12.

▶ Attach to Form 990. ▶ See separate instructions.

OMB No 1545-0047

2010

Open to Public Inspection

Name of the organization

Employer identification number

ASSISTANCE LEAGUE OF SONOMA CO

23-7064030

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" to Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate contributions to (during year)		
3 Aggregate grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" to Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply)

Preservation of land for public use (e.g., recreation or education) Preservation of an historically important land area

Protection of natural habitat Preservation of a certified historic structure

Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year

	Held at the End of the Tax Year
a Total number of conservation easements	
b Total acreage restricted by conservation easements	
c Number of conservation easements on a certified historic structure included in (a)	
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	
2d	

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? Yes No

9 In Part XIV, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" to Form 990, Part IV, line 8.

- 1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIV, the text of the footnote to its financial statements that describes these items
- b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items
- (i) Revenues included in Form 990, Part VIII, line 1 ▶ \$
- (ii) Assets included in Form 990, Part X ▶ \$
- 2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items
- a Revenues included in Form 990, Part VIII, line 1 ▶ \$
- b Assets included in Form 990, Part X ▶ \$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply)
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange programs
 - e Other
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIV
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIV and complete the following table
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a Did the organization include an amount on Form 990, Part X, line 21? Yes No
- b If "Yes," explain the arrangement in Part XIV

Part V Endowment Funds. Complete if organization answered "Yes" to Form 990, Part IV, line 10

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the year end balance held as
- a Board designated or quasi-endowment %
 - b Permanent endowment %
 - c Term endowment %
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by
- | | Yes | No |
|---|--------|----|
| (i) unrelated organizations | 3a(i) | |
| (ii) related organizations | 3a(ii) | |
| b If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R? | 3b | |
- 4 Describe in Part XIV the intended uses of the organization's endowment funds

Part VI Land, Buildings, and Equipment. See Form 990, Part X, line 10.

Description of investment	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		15,037		15,037
b Buildings		173,743	116,358	57,385
c Leasehold improvements				
d Equipment		24,861	23,496	1,365
e Other				
Total. Add lines 1a through 1e (Column (d) must equal Form 990, Part X, column (B), line 10(c))				73,787

Part VII Investments—Other Securities. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. (Column (b) must equal Form 990, Part X, col (B) line 12) ▶		

Part VIII Investments—Program Related. See Form 990, Part X, line 13.

(a) Description of investment type	(b) Book value	(c) Method of valuation Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, col (B) line 13) ▶		

Part IX Other Assets. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, col (B) line 15) ▶	

Part X Other Liabilities. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Amount
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, col (B) line 25) ▶	

2. FIN 48 (ASC 740) Footnote In Part XIV, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740)

Part XI Reconciliation of Change in Net Assets from Form 990 to Audited Financial Statements

1	Total revenue (Form 990, Part VIII, column (A), line 12)	1	
2	Total expenses (Form 990, Part IX, column (A), line 25)	2	
3	Excess or (deficit) for the year Subtract line 2 from line 1	3	
4	Net unrealized gains (losses) on investments	4	
5	Donated services and use of facilities	5	
6	Investment expenses	6	
7	Prior period adjustments	7	
8	Other (Describe in Part XIV)	8	
9	Total adjustments (net) Add lines 4 through 8	9	
10	Excess or (deficit) for the year per audited financial statements Combine lines 3 and 9	10	

Part XII Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

1	Total revenue, gains, and other support per audited financial statements	1	
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12		
a	Net unrealized gains on investments	2a	
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIV)	2d	
e	Add lines 2a through 2d	2e	
3	Subtract line 2e from line 1	3	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIV)	4b	
c	Add lines 4a and 4b	4c	
5	Total revenue Add lines 3 and 4c. (This must equal Form 990, Part I, line 12)	5	

Part XIII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

1	Total expenses and losses per audited financial statements	1	
2	Amounts included on line 1 but not on Form 990, Part IX, line 25		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIV)	2d	
e	Add lines 2a through 2d	2e	
3	Subtract line 2e from line 1	3	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIV)	4b	
c	Add lines 4a and 4b	4c	
5	Total expenses Add lines 3 and 4c. (This must equal Form 990, Part I, line 18)	5	

Part XIV Supplemental Information

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9, Part III, lines 1a and 4, Part IV, lines 1b and 2b, Part V, line 4, Part X, line 2, Part XI, line 8, Part XII, lines 2d and 4b, and Part XIII, lines 2d and 4b Also complete this part to provide any additional information

**SCHEDULE G
(Form 990 or 990-EZ)**

Department of the Treasury
Internal Revenue Service

**Supplemental Information Regarding
Fundraising or Gaming Activities**

Complete if the organization answered "Yes" to Form 990, Part IV, lines 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.
▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

OMB No 1545-0047

2010

Open To Public
Inspection

Name of the organization

ASSISTANCE LEAGUE OF SONOMA CO

Employer identification number

23-7064030

Part I Fundraising Activities. Complete if the organization answered "Yes" to Form 990, Part IV, line 17
Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

- a Mail solicitations
- b Internet and email solicitations
- c Phone solicitations
- d In-person solicitations
- e Solicitation of non-government grants
- f Solicitation of government grants
- g Special fundraising events

2a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? Yes No

b If "Yes," list the ten highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

	(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions?		(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in col (i)	(vi) Amount paid to (or retained by) organization
			Yes	No			
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Total							

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing

Part II Fundraising Events. Complete if the organization answered "Yes" to Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events	(d) Total events
		<u>Tea - Auxiliary</u> (event type)	_____ (event type)	<u>None</u> (total number)	(add col (a) through col (c))
Revenue	1	Gross receipts	16,182		16,182
	2	Less Charitable contributions	10,089		10,089
	3	Gross income (line 1 minus line 2)	6,093		6,093
Direct Expenses	4	Cash prizes			
	5	Noncash prizes			
	6	Rent/facility costs			
	7	Food and beverages	6,093		6,093
	8	Entertainment			
	9	Other direct expenses			
	10	Direct expense summary Add lines 4 through 9 in column (d)			
11	Net income summary Combine line 3, column (d), and line 10				

Part III Gaming. Complete if the organization answered "Yes" to Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col (a) through col (c))
Revenue	1	Gross revenue			
Direct Expenses	2	Cash prizes			
	3	Noncash prizes			
	4	Rent/facility costs			
	5	Other direct expenses			
6	Volunteer labor	<input type="checkbox"/> Yes % <input type="checkbox"/> No	<input type="checkbox"/> Yes % <input type="checkbox"/> No	<input type="checkbox"/> Yes % <input type="checkbox"/> No	
7	Direct expense summary Add lines 2 through 5 in column (d)				
8	Net gaming income summary Combine line 1, column d, and line 7				

9 Enter the state(s) in which the organization operates gaming activities

a Is the organization licensed to operate gaming activities in each of these states?

9a Yes No

b If "No," explain

10a Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year?

10a Yes No

b If "Yes," explain

- 11 Does the organization operate gaming activities with nonmembers? Yes No
- 12 Is the organization a grantor, beneficiary or trustee of a trust or a member of a partnership or other entity formed to administer charitable gaming? Yes No
- 13 Indicate the percentage of gaming activity operated in

a	The organization's facility	13a	%
b	An outside facility	13b	%
- 14 Enter the name and address of the person who prepares the organization's gaming/special events books and records

Name ▶

Address ▶

- 15a Does the organization have a contract with a third party from whom the organization receives gaming revenue? Yes No
- b If "Yes," enter the amount of gaming revenue received by the organization ▶ \$ and the amount of gaming revenue retained by the third party ▶ \$
- c If "Yes," enter name and address of the third party

Name ▶

Address ▶

16 Gaming manager information

Name ▶

Gaming manager compensation ▶ \$

Description of services provided ▶

- Director/officer
- Employee
- Independent contractor

17 Mandatory distributions

- a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? Yes No
- b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$

Part IV Supplemental Information. Complete this part to provide the explanations required by Part I, line 2b, columns (iii) and (v), and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also complete this part to provide any additional information (see instructions).

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.

OMB No. 1545-0047

2010

Open to Public
Inspection

Name of the organization

ASSISTANCE LEAGUE OF SONOMA CO

Employer identification number

23-7064030

Form 990, Part III, Line 3

H.O.M.E. - this program ceased operations as of November 30, 2010.

Form 990, Part III, Line 4d - All Other Achievements

Booster Bags - Provides Bags Containing Food, Personal Necessities, to
Women and Children in Crisis.

Program Service Expenses \$18,790

Bright Beginnings:

Wee Wardrobe - Provides Teen Parents with Layettes, Children's
Clothing and Educational Materials.

Scholarship - Assist Teen Mothers Returning to School.

Program Service Expenses \$8,286

Safe Haven - Refurbishes Apartments at the Women's Recovery Center

Program Service Expenses \$7,486

Form 990, Part VI, Line 4 - Significant Changes to Organizational Documents

New Bylaws Adopted - see attached.

Form 990, Part VI, Line 6 - Classes of Members or Stockholders

This organization has voting and non-voting members.

Name of the organization

ASSISTANCE LEAGUE OF SONOMA CO

Employer identification number

23-7064030

Form 990, Part VI, Line 7a - Election of Members and Their Rights

One vote per member per position on ballot.

Form 990, Part VI, Line 7b - Decisions Subject to Approval of Members

Some decisions are subject to member approval.

Form 990, Part VI, Line 11b - Organization's Process to Review Form 990

Board of Directors review Form 990 and Schedules before they are filed with the IRS and State of CA.

Form 990, Part VI, Line 12c - Enforcement of Conflicts Policy

This organization does monitor and enforce compliance with the policy when contracting any outside services.

Form 990, Part VI, Line 19 - Governing Documents Disclosure Explanation

Copies of Governing documents are made available to the public by request to our office during normal business hours.

Depreciation and Amortization
 (Including Information on Listed Property)

▶ See separate instructions. ▶ Attach to your tax return.

Name(s) shown on return **ASSISTANCE LEAGUE OF SONOMA CO** Identifying number **23-7064030**

Business or activity to which this form relates
Indirect Depreciation

Part I Election To Expense Certain Property Under Section 179

Note: If you have any listed property, complete Part V before you complete Part I.

1	Maximum amount (see instructions)	1	500,000
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	2,000,000
4	Reduction in limitation Subtract line 3 from line 2 If zero or less, enter -0-	4	
5	Dollar limitation for tax year Subtract line 4 from line 1 If zero or less, enter -0- If married filing separately, see instructions	5	
6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost
7	Listed property Enter the amount from line 29	7	
8	Total elected cost of section 179 property Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2009 Form 4562	10	
11	Business income limitation Enter the smaller of business income (not less than zero) or line 5 (see instructions)	11	
12	Section 179 expense deduction Add lines 9 and 10, but do not enter more than line 11	12	
13	Carryover of disallowed deduction to 2011 Add lines 9 and 10, less line 12	13	

Note: Do not use Part II or Part III below for listed property. Instead, use Part V

Part II Special Depreciation Allowance and Other Depreciation (Do not include listed property.) (See instructions)

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year (see instructions)	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	5,534

Part III MACRS Depreciation (Do not include listed property.) (See instructions.)

Section A

17	MACRS deductions for assets placed in service in tax years beginning before 2010	17	0
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here <input type="checkbox"/>		

Section B—Assets Placed in Service During 2010 Tax Year Using the General Depreciation System

(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only—see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a 3-year property						
b 5-year property						
c 7-year property						
d 10-year property						
e 15-year property						
f 20-year property						
g 25-year property			25 yrs		S/L	
h Residential rental property			27.5 yrs	MM	S/L	
			27.5 yrs	MM	S/L	
i Nonresidential real property			39 yrs	MM	S/L	
				MM	S/L	

Section C—Assets Placed in Service During 2010 Tax Year Using the Alternative Depreciation System

20a Class life					S/L	
b 12-year			12 yrs		S/L	
c 40-year			40 yrs	MM	S/L	

Part IV Summary (See instructions.)

21	Listed property Enter amount from line 28	21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21 Enter here and on the appropriate lines of your return Partnerships and S corporations—see instructions	22	5,534
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

For Paperwork Reduction Act Notice, see separate instructions.

Federal Statements

Taxable Interest on Investments

<u>Description</u>	<u>Amount</u>	<u>Unrelated Business Code</u>	<u>Exclusion Code</u>	<u>Postal Code</u>	<u>Acquired after 6/30/75</u>	<u>US Obs (\$ or %)</u>
Interest Income	\$ 3,138					
Total	\$ <u>3,138</u>					

Federal Statements

Form 990, Part IX, Line 24f - All Other Expenses

Description	Total Expenses	Program Service	Management & General	Fund Raising
Education	\$ 599	\$ 500	\$ 99	\$
Tax & Licenses	200	60	4	136
Total	\$ 799	\$ 560	\$ 103	\$ 136

Federal Statements

Schedule A, Part III, Line 7b - Excess Gross Receipts

<u>Donor Name</u>	<u>Total</u>	<u>Excess</u>
	\$	\$
2008	17,895	12,895
2007	17,480	12,480
2006	20,810	15,810
Total	\$ <u>56,185</u>	\$ <u>41,185</u>

October 2002
(Revised) Date

July 2010
(Amended) Date

BYLAWS

OF

ASSISTANCE LEAGUE®

OF

SONOMA COUNTY
a nonprofit public benefit corporation

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October 2002
(Revised) Date

July 2010
(Amended) Date

BYLAWS
OF
ASSISTANCE LEAGUE® OF SONOMA COUNTY

a nonprofit public benefit corporation

Article 1 Name and Headquarters

- 1.01 Name.** The name of this corporation is Assistance League of Sonoma County, a chartered chapter of National Assistance League.
- 1.02 Principal Office.** The principal office for the transaction of business of this organization is hereby fixed and located at 5 West Sixth Street, Santa Rosa, CA 95401.

Article 2 Purpose and Policies

- 2.01 Purpose.** The purpose of this organization shall be as stated in its Articles of Incorporation: to administer, carry on and control at least one (1) program of philanthropic work in the community.
- 2.02 Policies.**
- (a)** This organization is a tax-exempt, charitable corporation, exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), and shall be nonprofit, nonsectarian and nonpolitical in all its policies and activities and not organized for the private gain of any individual or entity
- (b)** This organization shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), or by corporation contributions which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law)
- (c)** This organization shall provide in its Articles of Incorporation that its income, assets and property are irrevocably dedicated to charitable purposes and no part of the net income, assets or property of the chapter shall ever inure to the benefit of any member thereof, or to the benefit of any private persons
- (d)** Upon the dissolution and winding up of this organization, after paying or adequately providing for the debts and obligations of the organization, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation organized and operated exclusively for the purposes specified in Section 501(c)(3) of the Internal Revenue Code and which has established its tax-exempt status under that section.

(e) No substantial part of the activities of this organization shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation, nor shall the organization participate or intervene in any political campaign including publishing or distribution of statements on behalf of or in opposition to any candidate for public office.

(f) This organization shall be subject to the following limitations and restrictions:

(1) This organization shall distribute its income for each taxable year at a time and in a manner that will not subject the corporation to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code of 1986

(2) This organization shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code of 1986

(3) This organization shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code of 1986.

(4) This organization shall not make any investments that will subject it to tax under Section 4944 of the Internal Revenue Code of 1986.

(5) This organization shall not make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code of 1986.

(g) This organization shall support the purpose of National Assistance League and comply with its bylaws, policies, procedures and standards

(h) The activities of this organization shall be conducted without financial benefit to any member.

Article 3 Membership

3.01 Composition. This organization shall have members that shall be called voting members and may also have nonvoting members. Membership as a voting or nonvoting member is open without discrimination to all individuals as long as they comply with the responsibilities of membership.

3.02 Responsibilities

(a) Members shall comply with the responsibilities and standards of membership, including; maintaining conduct that enhances the image and reputation of the organization and does not cause it embarrassment; behaving in a civil manner; supporting the harmony, mission and welfare of the organization; and complying with the organization's conflict of interest and disclosure policy. The Board of Directors, hereinafter referred to as the Board, has the right in its sole and absolute discretion to revoke the membership of any member who, after allowing the member to be heard, the Board determines has not complied with the responsibilities and standards of membership.

(b) Other responsibilities and obligations of membership shall be defined in the standing rules

3.03 Age Limit. This organization shall have no age requirements, however, it may be so organized that the membership may be divided into various groups of age compatibility in accordance with applicable law.

3.04 Leave of Absence. The Board may grant or deny requests for temporary leaves of absence to voting members for travel, illness or to meet emergency needs. While on leave of absence, a voting member shall continue to pay dues, and may attend chapter meetings and vote

3.05 Dues and Penalties. Any member who is more than thirty (30) days delinquent in any chapter obligation, without reasons deemed sufficient by the Board, shall, by action of the Board, forthwith be suspended from all privileges of the chapter. The Recording Secretary shall notify such member, in writing, of the suspension. Upon satisfactory discharge of the delinquent chapter obligations within thirty (30) days after

notice of suspension, all privileges of chapter membership shall be restored. If delinquent chapter obligations are not met within thirty (30) days after notice of suspension, the membership of such member shall be revoked

- 3.06 **Dual Membership.** Chapter members may hold membership in more than one (1) chapter and/or auxiliary

Article 4 Board

- 4.01 **Governing Body.** The Board shall be the governing body of this organization. It shall be composed of the officers and the Elective Standing Committee Chairmen, and a voting representative from Redwood Empire Auxiliary. Only elected members of the Board shall have a vote. The Parliamentarian shall attend Board meetings in a nonvoting capacity.
- 4.02 **Powers.** The Board shall be subject to the powers and functions as prescribed by the bylaws
- 4.03 **Policies and Standards.** The Board shall have the power to establish and maintain policies and standards.
- 4.04 **Management.** The Board shall have the responsibility for the general management of the corporation and the power to act for the corporation between meetings of the membership.
- 4.05 **Terms of Office.** Members of the Board shall hold office for a term of one (1) year or until their successors are elected and assume office. They shall assume office on the first day of the next fiscal year following their election. No member except the Treasurer shall be eligible to serve more than two (2) consecutive terms in the same office.
- 4.06 **Meetings.** Unless otherwise directed by the Board, regular meetings of the Board shall be held on the first (1st) Thursday of each month.
- 4.07 **Conduct of Meetings.** Members of the Board may participate in a meeting through use of conference telephone or similar communications equipment, including but not limited to electronic meetings, so long as all members participating in such meeting can communicate with one another. Such participation shall constitute personal presence at the meeting.
- 4.08 **Special Meetings.** Special meetings of the Board may be called by the President and shall be called upon the written request of three (3) members of the Board, provided notice of such special meetings shall have been given to each Board member at least three (3) days prior thereto.
- 4.09 **Quorum.** A majority of the Board shall constitute a quorum
- 4.10 **Vacancies.** Vacancies on the Board, including the office of President, shall be filled by majority vote of the Board.
- 4.11 **Executive Committee.** The Executive Committee shall be composed of the officers of the Board. This committee shall have the power of the Board between meetings of the Board. Three (3) members shall constitute a quorum. The Parliamentarian shall attend Executive Committee meetings in a nonvoting capacity

Article 5 Nominations and Elections

- 5.01 **Nominating Committee.** In January, the Nominating Committee shall be elected. Two (2) members and one (1) alternate shall be elected by and from the Board and three (3) members and one (1) alternate shall be elected by and from the voting membership. The chairman and vice chairman shall be elected by and from the Nominating Committee. No member shall be eligible to serve two (2) consecutive years. The Parliamentarian or Bylaws Chairman shall call the first meeting of the Nominating Committee

- 5.02 Slate.** In March the Nominating Committee shall submit its slate of nominees for offices on the Board. These offices are: President, Vice President/Membership, Recording Secretary, Corresponding Secretary, Treasurer, a voting representative of the Redwood Empire Auxiliary and the following Elective Standing Committee Chairmen: Thrift Shop, Philanthropic Programs, Building Management, Chapter/Auxiliary Relations, Education, Public Relations, Resource Development and Strategic Planning.
- 5.03 Notice.** The committee chairman shall submit a copy of the slate of nominees to the Recording Secretary and to each voting member at least one (1) month prior to the election meeting or at the regular meeting preceding the election meeting.
- 5.04 Petition Process.** Ten percent (10%) or more of chapter members eligible to vote may nominate, by signed petition, an additional nominee for an office on the Board, by mailing such petition together with the written consent of the nominee to the Recording Secretary at least ten (10) days prior to the election meeting. No member shall sign more than one (1) nominating petition in a year.
- 5.05 Election Meeting.** The Board shall be elected at the election meeting in April.
- 5.06 Voting.** Elections shall be by voice vote, except when a nominating petition shall have been received, in which event the vote for the contested office shall be by ballot.

Article 6 Officers and Their Duties

- 6.01 President.** The President shall:
- (a) Be chief executive officer of the corporation;
 - (b) Preside at meetings of the Board and membership;
 - (c) Unless otherwise provided in these bylaws, appoint, with Board approval, the chairmen of Appointive Standing Committees;
 - (d) Appoint special committees by direction of the Board or membership;
 - (e) Appoint a Parliamentarian;
 - (f) Appoint Assistant Treasurer(s), if needed;
 - (g) Sign legal documents with the Recording Secretary;
 - (h) Be authorized to sign checks with the Treasurer, Recording Secretary and Vice President/Membership;
 - (i) Be ex officio, a member of all committees except the Nominating Committee;
 - (j) Present an annual report of corporate activities to the membership;
 - (k) Submit to the national office the annual report of corporate activities within thirty (30) days following the corporation's annual meeting, and
 - (l) Serve as first delegate at the annual and special meetings of National Assistance League.
- 6.02 Vice President/Membership.** The Vice President/Membership shall:
- (a) In the temporary absence of the President, perform the duties of President;
 - (b) Serve as chairman of the Membership Committee;
 - (c) Sign checks with the President, Recording Secretary and Treasurer;

(d) Serve as the alternate delegate at annual and special meetings of National Assistance League, and

(e) Maintain membership service records

6.03 Presiding Officer of Meetings. In the absence of the President, the Vice Presidents shall serve in the order of their office

6.04 Recording Secretary. The Recording Secretary shall.

(a) Record the minutes of the Board and regular meetings and permanently maintain the original minutes,

(b) Be custodian of the records of the corporation including the minutes of committee meetings, but excluding financial records, and membership service records;

(c) Sign legal documents with the President;

(d) Certify, immediately following receipt of the call to the annual or special meetings of National Assistance League, the names of the chapter delegate(s) and alternate(s) to the National Secretary and

(e) Be authorized to sign checks with the President, Vice President/Membership and Treasurer.

6.05 Corresponding Secretary. The Corresponding Secretary shall be responsible for chapter correspondence as directed by the Board.

6.06 Treasurer. The Treasurer shall:

(a) Be chief financial officer of the corporation;

(b) Be responsible for the collection and disbursement of funds;

(c) Be responsible for the financial records of the corporation;

(d) Be authorized to sign checks with the President, Vice President/Membership, and Recording Secretary;

(e) Be responsible for the filing of required tax forms,

(f) Be a member of the Budget and/or Finance Committee;

(g) Submit to the national office per capita dues for chapter and auxiliary(s) to arrive at the national office on or before June 1;

(h) Submit to the national office within four and one-half (4 1/2) months following the end of the fiscal year, the required documents, in compliance with **National Policies for Chapters**.

(i) Be the caretaker of the corporate seal, the financial records of the corporation, the securities of the corporation, and all funds and accounts of the chapter; and

(j) Present a financial report at each Board and regular meeting

Article 7 Indemnification

7.01 Indemnification of Officers, Directors, Employees and Agents. To the extent allowed by state, the Board of the chapter shall have the authority to indemnify any officer, director, or agent duly authorized by

the Board who was or is made a party to any proceeding in any action, other than an action brought by or on behalf of the national organization or the chapter, by reason of the fact that such person was such an officer, director, or agent at the time of the occurrence constituting the cause of action, against all expenses, judgments, settlements and/or liability reasonably incurred in connection with the proceeding. The authority to indemnify shall be exercised by the Board on the basis of each such occurrence. Indemnification shall not include reasonable attorneys' fees paid or incurred by such persons if the Board agrees to and does provide an attorney to defend such action at the expense of the chapter.

- 7.02 Indemnification of National Assistance League.** The chapter agrees to defend and indemnify and hold National Assistance League, and its officers, directors, members, employees and agents (collectively, "National Assistance League Indemnified Parties") harmless against any charges, damages, costs and expenses (including reasonable attorney's fees and court costs), liability or loss which any National Assistance League Indemnified Party may suffer, sustain or become subject to as a result of or arising out of any action or inaction of such chapter. In any action or proceeding relating to the foregoing indemnity, and brought against any National Assistance League Indemnified Party, the National Assistance League Indemnified Party shall have the right to (a) participate in the defense of such action or proceeding with attorneys of its own choosing or (b) defend itself in any action or proceeding with attorneys of its own choosing.

Article 8 Standing and Special Committees

- 8.01 Committee Appointments.** Unless otherwise provided in these bylaws, members of each committee shall be appointed by the President with approval of the committee chairman

8.02 Elective Standing Committees.

(a) Philanthropic Programs Committee. The Philanthropic Programs Chairman shall be chairman of this committee and shall oversee the philanthropic programs of the chapter. This committee shall be composed of the Sights and Sounds Chairman, the Operation School Bell® Chairman, the HOME Chairman and the Booster Bags Chairman. The Philanthropic Programs Chairman is an ex officio member of the Sights and Sounds, HOME, Booster Bags and Operation School Bell Committees.

(b) Building Management Committee. The Building Management Chairman shall be chairman of this committee. This Committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The duties of this committee shall be to have charge of building maintenance. The committee chairman will present to the Board, committee recommendations for building improvements and repairs.

(c) Chapter/Auxiliary Relations Committee. The Chapter/Auxiliary Relations Chairman shall be chairman of this committee. This committee shall be composed of representatives of both chapter and auxiliary. The duties of this committee shall be to serve as liaisons between the chapter and the auxiliary

(d) Education Committee. The Education Chairman shall be chairman of this committee. This committee shall be composed of the Vice President/Membership and members as may be deemed necessary to carry out the work of the committee. The committee shall coordinate training and education programs for the chapter and auxiliary and maintain resource materials. The Education Chairman shall appoint a New Member Orientation Coordinator to oversee the training and education of new members. This committee shall work cooperatively with all chairmen to keep committee procedure books current.

(e) Membership Committee. The Vice President/Membership shall be the chairman of this committee. This committee shall be composed of the Education Chairman and members as may be deemed necessary to carry out the work of the committee. The committee shall be responsible for acquiring new members and assisting current members with membership requirements. The Vice President/Membership shall serve on the Education Committee and shall work cooperatively with the Education Committee to provide orientation and training for new members. The Membership Committee is responsible for keeping membership service records

(f) Thrift Shop Committee. The Thrift Shop Chairman shall be chairman of this committee. This

committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The duties of this committee shall be to direct and manage the thrift shop operations. The Thrift Shop Chairman shall appoint assistant chairmen to allow for more efficient shop operation.

(g) Public Relations Committee. The Public Relations Chairman shall be chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. This committee shall direct all publicity, act as liaison between the chapter and public communications media, and be the contact for use of the Chapter Room by outside organizations.

(h) Resource Development Committee. The Resource Development Chairman shall be chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The committee shall recommend to the Board suitable resource development activities and shall take responsibility for conducting those activities approved by the Board and the membership.

(i) Strategic Planning Committee. The Strategic Planning Chairman shall be chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. Committee members shall serve multiple years on a rotating schedule. The committee shall review the philanthropic programs, activities and overall needs of the chapter and make recommendations to the Board. The committee develops and recommends a strategic plan for the chapter and monitors chapter compliance with the goals set forth in the strategic plan.

8.03 Appointive Standing Committees.

(a) Sights and Sounds Committee. The Sights and Sounds Chairman shall be the Chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The duties of this committee shall be to administer and coordinate the activities of the program of audio-visual screening of children in licensed daycare and pre-school facilities in Sonoma County. The Philanthropic Programs Chairman shall serve as an ex officio member of this committee. This program shall be evaluated annually to determine that community and chapter needs are being met.

(b) HOME (Housing of Medical Emergencies) Committee. The HOME Chairman shall be the chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The duties of this committee shall be to maintain and rent apartments to individuals with medical emergencies and/or their families. The committee will act as the liaison between the appropriate departments of local hospitals. The Philanthropic Programs Chairman shall serve as an ex officio member of this committee. This program shall be evaluated annually to determine that community and chapter needs are being met.

(c) Booster Bags Committee. The Booster Bags Chairman shall be the chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The duties of this committee shall be to provide bags filled with supplies selected, in consultation with recipient organizations, to boost the spirits of women and children in crisis. The committee shall purchase and/or collect necessary supplies, fill the bags, and deliver them to the organizations with whom the Assistance League of Sonoma County has contracts. The Philanthropic Programs Chairman shall serve as an ex officio member of this committee. This program shall be evaluated annually to determine that community and chapter needs are being met.

(d) Operation School Bell Committee. The Operation School Bell Chairman shall be the chairman of this committee. The committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The duties of this committee shall be to supply support and provisions to school districts as outlined in the agreement between the Assistance League of Sonoma County and the designated school districts. The Philanthropic Programs Chairman shall serve as an ex officio member of this committee. This program shall be evaluated annually to determine that community and chapter needs are being met.

(e) Budget and Finance Committee. The Budget and Finance Chairman shall be chairman of this committee. The Treasurer and auxiliary assistant treasurer shall serve on this committee. The committee shall be composed of members as may be deemed necessary to carry out the work of the committee. This committee shall prepare, review and oversee the annual budget. It will review the audit and be

available for financial advice. This committee also oversees the investment program and insurance coverage. Annual corporate (including auxiliaries) budgets (operating and capital expenditures) shall be approved by the Board and membership prior to the beginning of the fiscal year. Annual auxiliary budgets shall be approved by the auxiliary governing body and membership and presented to the chapter Budget Committee to be included in the annual corporate budget.

(f) Bylaws Committee. The Bylaws Chairman shall be chairman of this committee. The Parliamentarian shall be a member of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. This committee shall review bylaws as required, recommend needed amendments to the Board for vote by the membership and draft standing rules as needed for approval by the Board and membership. Within thirty days (30) days after their adoption, the Bylaws Chairman shall submit to the National Bylaws Chairman the correct information as required by National policy.

(g) Website/Computer Committee. The Website Administrator shall be chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The committee shall.

- (1) Maintain the online master membership roster data base;
- (2) Be responsible for selection and maintenance of computer hardware and software;
- (3) Monitor and renew computer virus protection programs.

(h) Historical Committee. The Historian shall be the chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The committee members shall take photographs at chapter events and assemble two identical photo albums, one to present to the chapter President at year end and one for the chapter archives.

(i) Hospitality/Social Committee. The Hospitality/Social Chairman shall be chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. The committee shall oversee all arrangements for meetings, and designate hostesses for these meetings. The committee shall be in charge of all social activities unless otherwise delegated by the Board.

(j) Newsletter/Yearbook Committee. The Newsletter/Yearbook Chairman shall be chairman of this committee. This committee shall be composed of members as may be deemed necessary to carry out the work of the committee. This committee is responsible for coordinating all newsletter items with our newsletter processor and oversees the printing and mailing of the newsletter. The committee oversees the updating of all yearbook information, and the annual publishing and distribution thereof.

(k) Parliamentarian. The Parliamentarian shall act as a consultant to the President and shall advise the President and other Board and committee members on matters of parliamentary procedure.

8.04 Special Committees. By direction of the Board or membership, the President shall appoint special committees.

Article 9 Meetings

9.01 Regular Meetings. Unless otherwise directed by the Board, with membership approval, regular meetings shall be held on the third (3rd) Thursday of each month, except for July, August, and December.

9.02 Election and Annual Meetings. The regular meeting in April shall be known as the election meeting. The regular meeting in May shall be known as the installation meeting, and the regular meeting in October shall be known as the annual meeting.

9.03 Conduct of Meetings. Members of Board, governing bodies and committees may participate in a meeting through use of conference telephone or similar communications equipment, including but not limited to electronic meetings, so long as all members participating in such meeting can communicate.

with one another. Such participation shall constitute personal presence at the meeting

- 9.04 Special Meetings.** Special meetings may be called by the President and shall be called upon the written request of three (3) voting members. The purpose of the meeting shall be stated in the call. Except in emergencies, at least three (3) days notice shall be given.
- 9.05 Voting Rights.** There shall be no vote by proxy.
- 9.06 Quorum.** A majority or fifty-one (51%) percent of the voting members shall constitute a quorum.

Article 10 Finance

- 10.01 Fiscal Year.** The fiscal year of this organization shall be from June 1 through May 31.
- 10.02 Dues.** Annual dues shall be payable on or before March 1 and delinquent on April 1, after which a late fee of five dollars (\$5) shall be charged.

Voting:

Voting Member. Fifty-five Dollars \$55.00

Nonvoting:

Nonvoting Members: Seventy Dollars (\$70.00)

Auxiliary Members: Forty Dollars (\$40.00)

Members who were granted Life Membership prior to October 18, 2002 are excluded from paying National Assistance League dues.

- 10.03 National Assistance League Dues.** Annually, the corporation shall pay to National Assistance League per capita dues of thirty-five dollars (\$35) and ten dollars (\$10) per capita for Assisteens members.
- 10.04 Requirements.** The corporation shall maintain a sound financial position and shall have a Certified Public Accountant audit or review its financial statements annually.
- 10.05 Delegates and Alternates.** The chapter, at its own expense, shall send its delegate(s) and may send its alternates to the annual meeting and special meetings of National Assistance League ..
- 10.06 Proposed Expenditures.** Proposed expenditures of unbudgeted funds in excess of five hundred (\$500) dollars shall be presented to the Board and membership for approval.
- 10.07 Fundraising.** The corporation shall plan fundraising events and activities in compliance with **National Policies for Chapters.**
- 10.08 Fundraising Agent.** The corporation shall not act as a fundraising agent for individuals or other organizations

Article 11 Auxiliaries

- 11.01 Formation.** The chapter may form auxiliaries. Auxiliaries shall support chapter programs and activities.
- 11.02 Operation.**

(a) For administrative purposes, auxiliaries shall have their own governing body. They shall be governed by the bylaws of the corporation. Their policies and standards shall be consistent with the policies, procedures and standards of National Assistance League and the chapter.

may elect another delegate who shall be certified to the National Secretary at least twenty-four (24) hours prior to the annual meeting and special meetings of National Assistance League

- 13.03 Votes per Member-Delegates.** The chapter shall be entitled to that number of votes equal to its number of delegates

Article 14 Bylaws and Amendments

- 14.01 Bylaws for Chapters.** The chapter shall be governed by these bylaws. The bylaws shall not be in conflict with the **Bylaws National Assistance League**, any federal laws or with the laws of the state in which the corporation is incorporated. Conflicts unresolved by a standing committee to be determined by the National Board shall be referred to the National Board for resolution, and the decision of this body shall be final. In the event of any conflict, the laws of the state shall prevail
- 14.02 Amendments and Revisions.** These bylaws may be amended or new bylaws adopted at any regular meeting, or at any special meeting called for that purpose, provided that written notice of each proposed amendment or the proposed new bylaws shall have been given to each voting member at least thirty (30) days prior to the date of any such meeting, or at the previous regular meeting.
- 14.03 Conforming.** When amendment of these bylaws shall become necessary by action of National Assistance League, the **Bylaws Committee** of the chapter is authorized to conform these bylaws in accordance therewith, and such amendment shall have the same force and effect as if adopted by the members of the chapter in accordance with the provisions of **14.02** of this Article.
- 14.04 Filing.** Current bylaws and standing rules shall be on file at the national office.

Article 15 Parliamentary Authority

- 15.01 Rules of Order.** The current edition of *Robert's Rules of Order Newly Revised*, as amended from time to time, shall govern the meetings of the chapter insofar as those rules are not inconsistent with or in conflict with these bylaws, the *Articles of Incorporation*, the **Bylaws of National Assistance League**, the law, the laws of the State of California or rules governing agenda, motions and related matters.